

## DOCUMENT RESUME

ED 114 733

CG 010 192

TITLE Counselor's Information Service; a Quarterly Annotated Bibliography of Current Literature on Educational and Vocational Guidance (with Special Supplement). Volume 30, Number 3, September 1975.

INSTITUTION B'nai B'rith, Washington, D.C. Career and Counseling Services.

PUB DATE Sep 75

NOTE 33p.; For related documents, see CG 010 190-193

AVAILABLE FROM B'nai B'rith Career and Counseling Services, 1640 Rhode Island Avenue, N.W., Washington, D.C. 20036 (\$2.25 per issue, subscription \$9.00 per year)

EDRS PRICE MF-\$0.76 HC-\$1.95 Plus Postage

DESCRIPTORS Annotated Bibliographies; \*Educational Guidance; Guidance Counseling; Information Sources; Literature Reviews; \*Occupational Guidance; \*Publications; \*Resource Guides

## ABSTRACT

The Counselor's Information Service is a quarterly publication of the B'nai B'rith Career and Counseling Services. This annotated bibliography of current literature on educational and vocational guidance provides the names and addresses of the publishers of the material reviewed and the cost of each publication. The reviews are organized according to the topic areas of occupational information: educational, vocational and personal guidance, guidance administration and procedures, student aids, aids for the teacher, guidance material--free or inexpensive, adult education and the aging, handicapped and rehabilitation counseling, the counselor's bookshelf, and periodicals in guidance and related fields. (SJL)

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# COUNSELOR'S INFORMATION SERVICE

A quarterly annotated bibliography of current literature on educational and vocational guidance.

B'NAI B'RITH CAREER AND COUNSELING SERVICES  
1640 Rhode Island Avenue, N. W.  
Washington, D. C. 20036

Subscription \$9.00 per year



Volume 30, Number 3

U.S. DEPARTMENT OF HEALTH,  
EDUCATION & WELFARE  
NATIONAL INSTITUTE OF  
EDUCATION

September 1975

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**Advertising: A Guide to Careers in Advertising.** American Association of Advertising Agencies, 200 Park Ave., New York, N.Y. 10017. 1975. 16 pp. 50 cents (postpaid). Advertising agency and its principle functions are considered. Educational preparation and occupational training are suggested for each job function. Job opportunities other than in advertising firms are also covered. Extra-curricular activities, part-time and summer work, and how to look for a full-time job are outlined.

**Aim for a Job in the Allied Health Field.** Fenton Keyes. Richards Rosen Press, Inc., 29 East 21st St., New York, N.Y. 10010. 1974. 189 pp. \$3.99. Opportunities are discussed for careers in the health field such as medical assistant, pharmacist, science writer, physical therapist and nutritionist. Personal qualifications, educational requirements and working conditions are outlined. Special section is devoted to writing curriculum vitae and job hunting.

**Baker.** Chronicle Guidance Publications, Inc., Moravia, N.Y. 13118. 1975. 4 pp. 50 cents. Discussion is focused on skilled bakers who can produce, if necessary, finished baked goods with or without mechanical aids. Work performed, personal requirements, training requirements and opportunities, working conditions including hours and earnings, location of employment, unionization and employment outlook are detailed. Related occupations and suggested readings are included.

**Career in Medicine, A. (Revised).** Neal H. Rosenthal. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 20 pp. \$1.00. Major medical specialties which are an integral part of this highly diversified field are outlined. Information on personal and educational requirements, student aids, working conditions, job location, licensure, earnings and employment outlook is provided. Premedical training, as well as facts about preparation for and application to medical school are discussed. Opportunities for Jewish and other minority youth are considered. Advantages and disadvantages of the profession, women in medicine and related occupations are included.

TO OBTAIN ANY OF THE MATERIALS REVIEWED, PLEASE WRITE DIRECTLY  
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**Careers in Community Relations Work.** (Revised). Lynne Ianniello. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 20 pp. \$1.00. Community relations workers seek to strengthen Judaic ideals of justice through social legislation, education and intergroup cooperation. Specialized activities in community relations work are described. Educational and personal qualifications, student aids, job classifications, entry methods, nature and conditions of work, earnings and advancement are discussed. National Jewish community relations agencies and local commissions empowered to engage in educational activities and administer anti-discrimination laws are listed.

**Careers in Consumer Protection.** Sterling McLeod and Associates. Simon and Schuster, Inc., One West 39th St., New York, N.Y. 10018. 1974. 191 pp. \$6.25. Need for protection in matters concerning consumer safety, money, and consumption of foods and drugs is outlined. Variety of careers in consumer protection including consumer education, inspection, law enforcement, science, engineering and non-college careers are discussed.

**Careers in Corporate Management.** (Revised). Sanford Kleiner. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 21 pp. \$1.50. Nature of work and fields of specialization including marketing, programming, research and development, finance and administration are described. Educational and personal requirements, financial aids, availability of jobs, working conditions, work locations and travel, salary, advantages and disadvantages are discussed. Opportunities for women, Jewish and other minority youth are analyzed. Sources of information are included.

**Careers in Jewish Community Organization.** Charles Zibbell. B'nai B'rith Career and Counseling Services. Address on masthead. 1972. 20 pp. \$1.00. Community workers involved in organizations concerned with social change and Jewish identity are represented. Specialties such as social planning, fund-raising, research, community and public relations, community service and others are described. Opportunities available in Jewish agencies, activities, responsibilities, and personal and educational requirements are analyzed. Work setting and conditions including hours, earnings and benefits are considered. Financial aids, career training, securing a position, advantages

and disadvantages, and professional affiliations are explored. Additional sources of information are included.

**Careers in Leadership: U.S. Service Academy Opportunities for Jewish and Other Minority Youth.** Information Offices of the U.S. Service Academies. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 18 pp. \$1.50. This pamphlet presents an introduction to each service academy so that interested students may better understand available educational and career opportunities. Information on academic programs, summer training, athletic programs, religious life and extracurricular activities is provided. Admission procedure, expenses, advantages and disadvantages of a military career, academy histories, civilian careers and counseling are also considered. Sources of further information are included.

**Careers in Psychology.** (Revised). Raymond A. Ehrle. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 20 pp. \$1.00. Career opportunities and specialties within the field of psychology are described. Information on personal and educational requirements, student aids, working conditions, job location, licensure and earnings is provided. APA approved doctoral programs in Clinical, Counseling and School Psychology are listed. Opportunities for Jewish and other minority youth are considered. Advantages and disadvantages of the profession, employment outlook and opportunities for women are discussed.

**Careers in Roadbuilding.** American Road Builders Association, 525 School St., S.W., Washington, D.C. 20024. 1974. Un-numbered. Free. This pamphlet deals with professional and managerial career opportunities in the highway field for which college level education is a prerequisite. Job duties and responsibilities as well as average salary are outlined.

**Careers in the Apparel Industry.** Marvin J. Feldman. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 24 pp. \$1.50. History, recent trends and nature of work including specializations such as designer, patternmaker and grader, cutter, sewer, presser, engineer, support personnel, salesperson, buyer and manager are described. Education and training, personal requirements, student aids,

employment opportunities, working conditions, opportunities for minorities and women, advantages, disadvantages and future outlook are considered. Sources of additional information are provided.

**Definitive Study of Your Future in Law Enforcement, A.** (Second Edition). Allan Z. Gammage. Richards Rosen Press, Inc., 29 East 21st St., New York, N.Y. 10010. 1974. 160 pp. \$3.99. Nature of work including discussion of patrol and specialized law enforcement are discussed. Qualifications for employment, examination process, promotions, pay and fringe benefits are considered. Opportunities for in-service and college training as well as problems of police officers are examined. Self-evaluation test is provided.

**Dental Laboratory Technician, The.** Dental Laboratory Conference, 1918 Pine St., Philadelphia, Pa. 19103. 1975. Un-numbered. Free. Vocation of dental laboratory technician is described. Educational preparation, work performed, working conditions and benefits are detailed.

**Ecology and Your Career.** U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1975. Un-numbered. Free. Background information underlying ecology movement is provided. Brief descriptions of careers in four major categories of environmental equipment operation, monitoring pollution control activities, environmental technology and education, and environmental science and research are included.

**Engineering.** Catalyst, 14 East 60th St., New York, N.Y. 10022. 1973. 32 pp. \$1.25. Discussion of engineering as a profession is written from woman's viewpoint. Principal specialties are reviewed as well as information on educational requirements and salaries. Ways in which women adapt jobs to their needs, part-time work and job-hunting techniques are discussed. Sources of additional information are provided.

**Found Your Spot in Life?** National Association for Retarded Citizens, 2709 Avenue E East, P.O. Box 6109, Arlington, Tex. 76011. 1975. Un-numbered. Free. Career opportunities in mental retardation field are described. Educational and training requirements

as well as sources of additional information are listed. Information sources on scholarship aid are included.

**Future Belongs to the Chemical Engineer, The.** American Institute of Chemical Engineers, 345 East 47th St., New York, N.Y. 10017. 1974. 7 pp. Free (single copy). Career opportunities in chemical engineering are explored. Educational preparation and costs, further education, salary and working conditions are outlined. Sources of additional information are listed.

**Jewish Communal Service Occupational Brief Series.** B'nai B'rith Career and Counseling Services. Address on masthead. \$1.00 each. These 10 pamphlets contain information on nature of work, educational requirements, financial aids, work settings and conditions, advantages and disadvantages, employment opportunities and outlook. Each booklet provides references, bibliography and suggestions for additional resource material. Careers discussed include: The Cantorate, Community Relations Work, Jewish Communal Service, Jewish Community Organization, Jewish Education, the Rabbinate, Social Group Work in Jewish Agencies, Synagogue and Temple Administration, and Vocational Service in Jewish Agencies.

**Jobs in Business and Office.** Science Research Associates, Inc., 29 East Erie St., Chicago Ill. 60611. 1975. 50 pp. \$1.90. Variety of jobs in "job family" of business and office are explored. Jobs in business management, records planning and control, clerical and secretarial jobs, various kinds of business ownership and teaching of business in schools are covered. Educational requirements, earnings and job location are charted for each job.

**Jobs in Marketing and Distribution.** Science Research Associates, Inc., 29 East Erie St., Chicago, Ill. 60611. 1975. 58 pp. \$1.90. "Job family" of marketing and distribution is studied. Product development as well as research and marketing are examined. Salesworkers, purchasing and distributing jobs, marketing and management are also covered. Educational requirements and basic salary range are outlined for 23 occupations.

**Medical Specialty of Physical Medicine and Rehabilitation, The.** Career Information for Medical Students



**and Physicians.** Commission on Rehabilitation Medicine, 123 East Grant St., Minneapolis, Minn. 55403. 1975. 24 pp. Free (single copy). Nature of physiatric practice and opportunities for practice in the field are discussed. Development of the specialty, requirements for certification by the American Board of Physical Medicine and Rehabilitation, and other considerations including advantages, disadvantages, working conditions are detailed.

**Occupations 1.** (Revised). Caroline Blakely (Ed.). New Readers Press, Box 131, Syracuse, N.Y. 13210. 1975. 64 pp. \$1.60. This manual describes 53 occupations which are grouped into 7 categories of service: service in government, paraprofessional, clerical, hotel and restaurant, driving, and skilled manual. Duties, qualifications, working conditions, advancement, outlook, job sources and sources of further information are detailed. Data on each occupation is derived from the *Occupational Outlook Handbook*, 1974-75.

**Paraprofessions: Careers of the Future and the Present.** Sarah Splaver. Julian Messner, Simon and Schuster, Inc., One West 39th St., New York, N.Y. 10018. 1974. 191 pp. \$4.79. Career opportunities on the paraprofessional level are explored. Paraprofessionals in architecture and urban planning, education, engineering and science, law, library science, medicine, mental health and human services are among those considered. Nature of work, necessary preparation and listing of educational institutions offering necessary training are included for each occupation.

**Rewarding Technical Career in Instrumentation Awaits You, A.** Instrument Society of America, 400 Stanwix St., Pittsburgh, Pa. 15222. 1975. 10 pp. 50 cents. Career opportunities in field of instrumentation *not* requiring a degree in science or engineering are described. Nature of work, educational requirements, financial aid, types of schools providing technical education and types of jobs available are considered.

**Science and Your Career.** U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. Un-numbered. Free. This leaflet is a guide to occupations which require a knowledge of science.

**"Starter" File of Free Occupational Literature, A.** (Revised). Leonard H. Goodman and Anne E. Garrett. B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 52 pp. \$1.50. Materials listed may be used to organize a cost-free, selective occupational library. For each of 117 careers, *Dictionary of Occupational Titles* three-digit occupational group arrangements, pamphlet title, publication date, and name and address of publishing organization are listed. These 117 pamphlets may be used to initially explore approximately 1000 careers. Index cross-references occupational titles of related careers with the 117 job titles listed in main body.

**There's a New Challenge in Agriculture.** American Farm Bureau Federation, 225 Touhy Ave., Park Ridge, Ill. 60068. 1974. 9 pp. Free. Varied occupations in and related to agriculture are considered. Careers are listed under major categories of: marketing-processing farm products; agricultural services; farming-ranching production; manufacture and distribution of agricultural supplies. Educational requirements and job opportunities are surveyed. List of land-grant colleges is included.

**Thinking of a Clerical Job?** U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1975. Un-numbered. Free. Brief job descriptions for nine occupations in clerical work are provided. Type of training required, average annual openings to 1985 and "inside tips" are included.

**Top Hand in the Building Trades. Carpentry as a Career.** United Brotherhood of Carpenters and Joiners of America. National Forest Products Association, 1619 Massachusetts Ave., N.W., Washington, D.C. 20036. 1974. 11 pp. Free. Career opportunities in building trades are considered. Job description, working conditions, qualifications and employment trends are examined.

**25 Technical Careers You Can Learn in 2 Years or Less.** U.S. Office of Education, The Conference Board and The Manpower Institute. Available from: Department of Health, Education, and Welfare, Office of Education, Washington, D.C. 20202. 1974. 7 pp. Free. This pamphlet lists types of technicians presently in demand with a brief description of the kind of work they do. Types of programs for

technicians, financing, and additional sources of information are summarized.

**Your Future in the Field of Internal Auditing.** Institute of Internal Auditors, Inc., 5500 Diplomat Circle, Orlando, Fla. 32810. 1975. 12 pp. Free. Duties, opportunities and rewards in field of internal auditing are described. Working conditions, average salary ranges, educational preparation and certification are surveyed.

**Your Job as a Repairman or Mechanic.** U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. 1974. Un-numbered. Free. Job duties of repairmen and mechanics, job prospects, work location, types of training are considered. Listing of leaflets on related occupations is included.

## EDUCATIONAL, VOCATIONAL AND PERSONAL GUIDANCE

**Alternatives to Traditional Post-Secondary Education.** S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 11 pp. \$1.00. Changing societal demands upon education and needs of present day students as well as projections of specific career and job opportunities for the 1970's and beyond are detailed. Nontraditional learning and credentialism are discussed. Innovative forms of learning available through technology, such as learning centers, service-learning, and other alternatives are considered. New learning modules including the University Without Walls (UWW) program, Britain's Open University and the U.S. Navy's program are described. Predictions about the future of post-secondary education are outlined. Selected bibliography is included.

**Barron's Guide to the Two-Year Colleges. Volume 1: College Descriptions.** (Fifth Edition). Barron's Educational Series, Inc., 113 Crossways Park Dr., Woodbury, N.Y. 11797. 1974. 270 pp. \$4.95. Over 1350 two-year community and residential colleges, as well as four-year colleges and universities offering two-year programs are listed. Admissions, enrollment, affiliation, student-teacher ratio, campus size, dormitory capacity, costs, financing, accreditation, programs of study, student life and off-campus activities

are detailed. Information on developmental skills programs, GED preparatory courses and continuing education programs is included for each school. Glossary of collegiate terms, keys to abbreviations and degrees granted, and directories of church affiliated colleges and men's/women's colleges are provided.

**Barron's Profiles of American Colleges. Volume 1: Descriptions of the Colleges.** (Ninth Edition). Barron's Educational Series, Inc., 113 Crossways Park Dr., Woodbury, N.Y. 11797. 1974. 971 pp. \$6.95 (paper). Over 1450 colleges and universities recognized by regional accrediting associations are described. Summary descriptions include campus environment, student life, programs of study, costs, financial aid and admissions requirements. "College Selector" groups all schools into 7 categories detailing types of students they are most likely to accept. Special section on transfer requirements is provided. Glossary of collegiate terms defines most commonly used expressions and abbreviations.

**BBCS College Caravans.** Joel H. Goldberg. B'nai B'rith Career and Counseling Services. Address on masthead. 1972. 21 pp. \$1.00. This publication stresses college visitation and describes benefits of investigation by groups. BBCS College Caravans provide students a less costly means of college exploration. Methods of organizing college caravans are detailed. A sample "College Evaluation Checklist" is given. Appendices include samples of transportation information, post-caravan letter, correspondence with schools, caravan schedules, publicity notices, reservation forms and caravan evaluation questionnaire. Selected bibliography is provided.

**College Credit by Examination: A Systematic Guide to CLEP.** Henry C. Allan, Jr. Henry Regnery Company, 180 N. Michigan Ave., Chicago, Ill. 60601. 1974. 228 pp. \$5.00 (paper). This guide is designed for persons who have been out of a formal school situation for some time. Simulated test questions for pinpointing areas of strengths and weaknesses are provided. Bibliography for improving weak areas is included. Techniques and information needed for CLEP review, self-evaluation of study habits, hints for organizing study time and ways to use community resources are detailed.

**College Guide for Buffalo Jewish Youth.** Paul Feldman, Brian Goldblatt, Ellen Rosen, Sheryl Rosen, Mimi Schaer and Steven R. Rush (Compls.). B'nai B'rith-JFS Group Guidance Program, 609 Sidway Bldg., 775 Main St., Buffalo, N.Y. 14203. 1974. 51 pp. \$1.00. This guide provides college-bound students and their parents with information about Jewish life and educational resources on 58 college and university campuses chosen most by Buffalo area students. Each listing furnishes mailing address and information on total enrollment, Jewish enrollment, Jewish campus organizations, Jewish studies, and study in Israel. Availability of kosher food, area synagogues, local Jewish community centers and mailing address of campus Hillel or other Jewish organizations are detailed. Selected bibliography is included.

**College Questions: Preparing Jewish and Other Minority Parents and Youth.** S. Norman Feingold, Joel H. Goldberg, Patricia Houtz and Fae E. Hoffman. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 22 pp. \$1.00. *College Questions* provides answers to questions often asked by parents and students about college life. Living quarters, the pass-fail grading system, "campus morality," the drug scene, counseling and health facilities are considered. Coed dormitory living, changing values, living expenses, establishing friendships, maintaining religious identity and other concerns are also discussed. This pamphlet may be used by counselors, teachers, administrators, community groups, churches, synagogues and libraries as well as parents and youth.

**Drugs—Use, Misuse, Abuse. Guidance for Families.** Margaret Hill. Public Affairs Committee, Inc., 381 Park Ave. South, New York, N.Y. 10016. 1974. 20 pp. 35 cents. Use and misuse of prescription and over-the-counter drugs are considered. Effects of family lifestyle and parents' drug habits on teenage drug abuse are examined.

**Eight Years Later: Education and Careers of Young Jewish Adults.** Sol Swerdloff and Howard Rosen. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 80 pp. \$3.00. This survey of 1,125 young Jewish adults is a follow-up study of the original 6,600 who participated in the 1961 study, *The College and Career Plans of Jewish High School Youth*. Present study reports on educational and

career progress of these young people. Information about their continued attachment to Judaism, extent of and factors relating to intermarriage, relationships with parents, career choice and impact of vocational guidance is provided. Guideposts for action as seen by BBCCS are discussed. Significance and implications of key findings for guidance are indicated.

**Federal Career Directory, 1975: A Guide for College Students.** U.S. Civil Service Commission. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20202. 1974. 142 pp. \$2.50. Specific information about Federal careers and agencies that employ college graduates is provided. Part I surveys major Federal career occupations within allied groupings. Description of each job includes nature of work, qualifications required and career possibilities. Part II comprises description of Federal agencies, their mission and career opportunities they offer college graduates and others with comparable ability. Part III is an index of job briefs listed in relation to college majors.

**Guide to American Directories.** (Ninth Edition). Bernard Klein (Ed.). B. Klein Publications, Inc., P.O. Box 8503, Coral Springs, Fla. 33065. 1975. 496 pp. \$35.00. Over 5,500 directories published by reference book publishers, magazines, trade associations, chambers of commerce, and by city, state and federal government agencies in the U.S. are listed for over 300 major categories covering all fields of public and private enterprise, plus the professions. Each listing gives name, address of publisher, description of publication and its price.

**Guide to American Educational Directories.** (Fourth Edition). Barry T. Klein (Ed.). Todd Publications, 11 Third Ave., Rye, N.Y. 10580. 1975. 364 pp. \$22.50. More than 2800 current directories published by educational organizations, foundations, research agencies, federal, state and regional government offices, private publishing firms and institutions of higher education are listed. Each entry includes name of directory, publisher, price, frequency of revision and description. Information is provided on scholarships, grants, loans, financial aid to students, listings of institutions offering specific courses or degree programs in the U.S. and abroad; vocational counseling services; educational and informational associa-

tions active in education; travel; and sources of supplies for educational institutions at all grade levels.

**How to Complete Job Application Forms.** C. Todd Strohmenger. National Vocational Guidance Association. Available from: American Personnel and Guidance Association, Publications Sales, 1607 New Hampshire Ave., N.W., Washington, D.C. 20009. 1975. 35 pp. 75 cents. This booklet is designed to help students understand and cope with problems presented by typical job application forms. Content is addressed to omissions and errors made by students when applying to various businesses and industries. Sample application form is provided.

**How to Select a Private Vocational School.** Griff D. Pitts. National Vocational Guidance Association. Available from: American Personnel and Guidance Association, Publications Sales, 1607 New Hampshire Ave., N.W., Washington, D.C. 20009. 1974. 24 pp. 75 cents. Information to assist individuals in considering private vocational schools as a means of upgrading present skills or developing new and more specialized skills is presented. Purpose of vocational schools, types of training, meaning of accreditation, school selection and financial aid are considered. A 10-point checklist provides suggestions on what to look for when selecting a private vocational school. Sources of additional information are included.

**Institutions Offering Programs in Home Economics.** American Home Economics Association, 2010 Massachusetts Ave., N.W., Washington, D.C. 20036. 1975. 10 pp. Free (single copy). Institutions offering programs leading to a degree in home economics are listed in alphabetical order by state.

**"Job Finder," The: It Pays to Advertise.** (Revised). S. Norman Feingold and Fae E. Hoffman. Bellman Publishing Company, P.O. Box 164, Arlington, Mass. 02174. 1975. 40 pp. \$3.70. This book illustrates an effective, inexpensive method of job hunting. 519 journals and magazines containing position available advertisements are listed with addresses. Each listing is categorized into one or more of 71 industry/occupation classifications. Answering help wanted ads, writing resumes and job letters, completing application forms and writing situation wanted ads are covered. Use of classified ads as a means of active

career education and occupational exploration is detailed.

**Job Satisfaction: Is There a Trend?** U.S. Department of Labor, Manpower Administration. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1974. 57 pp. 95 cents. Major research on job satisfaction during the past forty years is reviewed. National trends in job satisfaction, demographic and occupational distribution of job satisfaction and motivational assumptions about what Americans look for in their jobs are detailed. Implications of job satisfaction or dissatisfaction for workers and experiments to improve working conditions are considered. Appendices provide, in chart form, summaries of statistical data.

**Learn How to Study.** Bernard G. Kelner. Science Research Associates, Inc., 259 East Erie St., Chicago, Ill. 60611. 1975. 92 pp. \$1.60. Skills and habits necessary for successful studying are considered. Scheduling and arranging a place for study, locating information, organizing information, oral and written reports, working mathematics problems, preparing for and taking tests are covered.

**Meeting the Challenge: Experimental and Innovative Colleges and Universities.** S. Norman Feingold, Anne E. Garrett and Fae E. Hoffman. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 48 pp. \$2.50. This booklet provides brief, descriptive listings of experimental and innovative schools and programs. Each description supplies name and address, founding date, and institution's classification as "experimental," "innovative," or having programs of an experimental or innovative nature. Also included in each listing is information pertaining to accreditation, affiliation, environmental surroundings, composition of student body, and enrollment figures. Academic calendar, grading system and degrees offered as well as tuition costs, types of housing facilities are considered. Details pertaining to programs and facilities are included where possible. Special section on visiting experimental and innovative schools is also included.

**Ms. Goes to College.** Jean Glidden Henderson and Algo D. Henderson. Southern Illinois University



Press, Box 3697, Carbondale, Ill. 62901. 1975. 180 pp. \$3.95 (paper). Wife-husband team of educators presents discussion of educational and personal problems facing today's college-age women. Personal areas of sex, alcohol, drugs and identity are covered. Academic areas, disciplines and curriculum as well as traditional subjects, modern subjects, vocations and educational decisions are discussed. Ways in which women's choices may be used in the future are considered.

**National Association of Trade and Technical Schools Directory, 1974-75. Directory of Accredited Private Trade and Technical Schools.** National Association of Trade and Technical Schools, 2021 L St., N.W., Washington, D.C. 20036. 1974. 104 pp. Free (single copy). NATTS is a voluntary organization of accredited, private residence schools offering job-oriented specialty training in trade and technical occupations. Schools are listed by state with courses offered, address, founding date, time required to complete course, name of school official, and usage of school by public and governmental agencies.

**Non-Traditional College Routes to Careers.** Sarah Splaver. Julian Messner, Simon and Schuster, Inc., One West 39th St., New York, N.Y. 10018. 1975. 255 pp. \$6.95. Non-traditional ways to prepare for one's chosen career are detailed. Emphasis is placed on career preparation via different degree programs, interdisciplinary and self-designed majors, multimedia learning, off-campus and correspondence study. Discussion also includes cooperative education, consortia, "University Without Walls," external degrees, new and unique colleges, experiential credit, life-long learning and others.

**1,001 Job Ideas for Today's Woman.** Ruth Lembeck. Dolphin Books, Doubleday and Company, Inc., Garden City, N.Y. 11530. 1975. 268 pp. \$2.50 (paper). Questions relating to types of jobs available, hours, typical salaries, and what is needed educationally, materially and personally for women seeking employment are considered. Hints for women looking for first jobs, going back to work, changing jobs and looking for part-time work are provided. Suggestions are included on ways women can further their education, getting into volunteer work, agencies that specialize in placing women, how to obtain tandem

jobs, where women over 55 can work, and how to get further information on job hunting.

**Schools of Nursing—RN-LPN/LVN, 1974-75.** National League for Nursing, 10 Columbus Circle, New York, N.Y. 10019. 1974. 39 pp. 50 cents. Schools and programs approved by state boards of nursing for preparing students for licensure as practical or vocational nurses and registered nurses are listed. 1306 programs approved for preparation of LPN's and 1373 programs for RN's are available. RN programs include those for completion of the associate degree, diploma and baccalaureate degree.

**Seven Steps to Finding YOUR Place in the World of Work.** Irving Eisen. B'nai B'rith Career and Counseling Services. Address on masthead. 1971. 32 pp. \$1.25. Ways in which to look for, apply for and interview for jobs are detailed. Suggests forms for resumes, letters of application, interview procedure, etc.

**Supply of Health Manpower, The: 1970 Profiles and Projections to 1990.** U.S. Department of Health, Education, and Welfare, Public Health Service, Health Resources Administration, Bureau of Health Resources Development. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1974. 222 pp. \$3.00. Descriptive profiles of current and past supply of health manpower as well as projections to 1990 are provided. Profiles and projections are supplied for physicians, medical specialists, dentists, optometrists, pharmacists, podiatrists, veterinarians, registered nurses and allied health occupations.

**12th Grade, The: A Critical Year. A Student's Viewpoint.** Lois Bailey. National Association of Secondary School Principals, 1904 Association Dr., Reston, Va. 22091. 1975. 37 pp. \$3.00. This monograph addresses itself to problems unique to the twelfth grade and their causes. Steps to alleviate these curricular problems and success or failure of these innovations are analyzed.

**What Can I Do With a Major In . . . ?** Lawrence R. Malnig and Sandra L. Morrow. Saint Peters College Press, 2641 Kennedy Blvd., Jersey City, N.J. 07306. 1975. 101 pp. \$6.95. Authors reveal 190 careers that

more than 10,000 graduates of the 19 most popular majors (from Accounting to Urban Studies) have entered from 1950 to present. Job title, three-digit occupational classification from the *Dictionary of Occupational Titles*, and current occupations of graduates who majored in the various fields of study are given for each entry.

**Where Have They Gone? College Graduates and Their Employers—A National Study of Career Plans and Their Outcomes.** (Report No. 4). Ann Stouffer Bisconti. CPC Foundation, P.O. Box 2263, Bethlehem, Pa. 18001. 1975. 35 pp. \$5.00. Career development of 1961 freshmen is followed through the first years of employment. Present analyses examine employment of all who had received a bachelor's degree by 1971. Occupations reported by these men and women in 1971 are compared to plans they expressed while in college. Relationships between current occupation and undergraduate major are examined. Assessment of factors associated with various career outcomes focuses on grades, self-ratings, job features that were important in choice of a career, and personal influences.

**World of Work, The.** Kay Koschnik and Stephen Ludwig (Eds.). New Readers Press, Box 131, Syracuse, N.Y. 13210. 1975. 48 pp. \$1.35. Introduction to career planning is provided. Chapters include: Where the Jobs Are, Employment Agencies, Other Ways to Find a Job, Jobs for Mature Workers, Interviewing for a Job, Job Training Programs, Your First Day at Work, Fringe Benefits.

## **GUIDANCE ADMINISTRATION AND PROCEDURES**

**Career Education: What It Is and Why We Need It from Leaders of Industry, Education, Labor and the Professions.** Chamber of Commerce of the United States, 1615 H St., N.W., Washington, D.C. 20062. 1975. 18 pp. \$2.00. This message of support for career education is a collection of ideas from major education associations and other national organizations with interests in education. Contents include: Our Concept of Career Education, Why We Need Career Education, Glimpses of Career Education, Career Education and Vocational Education, The

Career Education Team, How to Get Started and Where to Get Help.

**Career Guidance and the Changing World of Work.** S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 8 pp. \$1.00. Physical and educational changes occurring in our society are considered. Transition within the family and consequent changes in human values are discussed. Impact of technological change and resultant change in composition of the labor force are examined. Author concludes with a challenge to the counseling profession to meet future needs.

**Career Guidance: Roles for Action.** Anne E. Garrett. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 8 pp. \$1.00. Direction and emphases career guidance concepts should take are considered. Responsibilities of guidance counselors within the framework of career education are discussed. Career development concepts are examined at the elementary through secondary school levels with discussion of techniques developed by various authorities in career guidance. "Roles for action" that counselors may take in order to be better prepared for more effective utilization of skills and knowledge are delineated.

**Career Guidance—When, Where and By Whom?** S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 12 pp. \$1.00. Developments within career guidance and technical innovations likely to occur within the next 20 years are outlined. Personal, interpersonal and systemic factors influencing amount of benefit one receives from information systems are surveyed. The "when, where and by whom" of career guidance are examined. Counselors' responsibilities within the framework of career guidance are considered.

**Change in Education: Insights from Performance Contracting.** P. Carpenter-Huffman, G. R. Hall and G. C. Sumner. Ballinger Publishing Company, Harvard Square, 17 Dunster St., Cambridge, Mass. 02138. 1974. 179 pp. \$13.50. Effectiveness of ongoing experiments and demonstrations in performance contracting is evaluated. Questions which must be faced in examining phenomenon of change in American education are identified. Ways in which outcomes of

a given change can be predicted are detailed. Social, behavioral and systemic barriers which may hinder effective implementation of educational change are considered.

**College Professors and Their Impact on Students.**

Robert C. Wilson, Jerry G. Gaff, Evelyn R. Dienst, Lynn Wood and James L. Bavry. John Wiley and Sons, Inc., 605 Third Ave., New York, N.Y. 10016. 1975. 220 pp. \$12.95. Major aspects of teaching roles of college and university faculty members and their impact on students are analyzed. First study considers attitudes, values, activities and teaching practices of faculty members. Issues such as alternative classroom teaching practices, faculty accessibility to students and support or resistance to academic change are surveyed. Second study relates attitudes and activities of teachers to student growth and development. Characteristics of effective college teachers, important qualities of student-teacher relationships and key factors associated with intellectual development of students are considered.

**Condition of Education, The: A Statistical Report on the Condition of American Education 1975.**

National Center for Education Statistics, Education Division, U.S. Department of Health, Education, and Welfare. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1975. 240 pp. \$3.20. This report identifies participants in education and portrays school activities. Changing patterns of age participation in types of schooling, where education takes place and financing of education are reviewed.

**Counselor's Check-Up List.** (Revised). S. Norman Feingold, Anne E. Garrett, Fae E. Hoffman and Neil S. Dumas. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 11 pp. \$1.00. This checklist is designed to help educational and vocational counselors in a wide variety of settings keep up-to-date. Some of the most significant publications and available professional resources are listed. Sixteen topic headings suggest 275 ideas, techniques, directories and references, many of which are free for the asking. Item sources and complete addresses are included wherever possible.

**Critical Issues in Career Guidance.** S. Norman Feingold. B'nai B'rith Career and Counseling Services.

Address on masthead. 1974. 12 pp. \$1.00. Issues confronting and challenging career guidance counselors are examined. Questions of whether counselors are facing a crisis of identity is explored. Requirements for satisfactory fulfillment of counselors' roles are considered. Functions of a professional association in order to effectively represent its membership are delineated.

**Desk Guide to Communication.** Thomas E. Anastasi, Jr. Addison-Wesley Publishing Company, Reading, Mass. 01867. 1974. 369 pp. \$10.95. Answers to frequently asked questions about communication skills are provided. Topics include: selecting media, foundations of effective writing, types of letters and how to write them, report writing, editing, and how to dictate letters and reports. Grammar, punctuation, effective oral presentation, communication aids, foundations of effective listening, interviewing, coaching and counseling, meetings and conferences, foundations of professional reading are also covered.

**Educational Innovator's Guide.** Herbert I. Von Haden and Jean Marie King. Charles A. Jones Publishing Company, 4 Village Green, S.E., Worthington, Ohio 43085. 1974. 499 pp. \$19.95. Administrators, teachers and students are introduced to avenues of initiating educational programs, upgrading them, or making existing programs more effective. Forty selected innovations of value to educators in their professional study and growth are presented. Included for each innovation are: definition, conditions essential to successful implementation, arguments for and against innovation, assessment of current status, names of innovators and schools using innovation.

**Effective Communication in Business.** (Sixth Edition). Morris Philip Wolf and Robert R. Aurner. South-Western Publishing Company, 5101 Madison Rd., Cincinnati, Ohio 45227. 1974. 691 pp. \$10.00. Principles and techniques that continue to affect human behavior constructively as well as innovations that modern behavioral and technological sciences are contributing to sharing ideas are covered. Emphasis is placed on basic principles of business writing.

**Encyclopedia of Associations. Volume I: National Organizations of the U.S.** (Ninth Edition). Margaret Fisk (Ed.). Gale Research Company, Book Tower, Detroit, Mich. 48226. 1975. 1,413 pp. \$55.00. This

basic source of sources covers 14,563 national, non-profit membership organizations. Organization's name, address, phone; purpose and objectives; name and title of chief executive; number of members; publications; and convention schedule are included in each entry. Active organizations are arranged in 17 subject categories, including trade, business and commercial; agricultural and commodity; governmental, public administration, military and legal; scientific, engineering and technical; educational; cultural; social welfare; health and medical; public affairs; fraternal, foreign interest, nationality and ethnic; religious; veterans, hereditary and patriotic; hobby and avocational; athletic and sports; labor unions, associations and federations; chambers of commerce; and Greek letter societies. Inactive or defunct groups are listed under a separate category.

**Encyclopedia of Associations. Volume II: Geographic and Executive Index.** (Ninth Edition). Margaret Fisk (Ed.). Gale Research Company, Book Tower, Detroit, Mich. 48226. 1975. 736 pp. \$38.00. Two additional approaches to organizations and their executives listed in Volume I are furnished. *Geographic Section* lists, in state and city order, all associations listed in Volume I by subject. Included are addresses, phone numbers and names of executives. *Executive Section* lists by surname all executives mentioned in first volume, followed by their titles, names of their organizations, complete mailing addresses and phone numbers.

**Ethical and Legal Concerns of the Counselor.** Mark L. Fisher. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 8 pp. \$1.00. Ethical and legal implications of counselors' professional activities are discussed. Past laws affecting counselors' performance of duties are delineated. Issue of privileged communication is examined. Ways in which counselors may protect themselves from lawsuits are considered. Importance of more efficient counselor education and training is stressed. Author urges counselors to take heed of ethical and legal considerations in guidance. Questions for consideration and selected bibliography are included.

**Future is Now, The.** S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 8 pp. \$1.00. The need of today's youth for personal growth and self-actualization is considered.

Author's conviction that "the future is now" and tomorrow's leadership is here today is highlighted. Technological advances, as well as technical innovations expected to be in existence in the year 2000, are examined. The concomitant need for improvement of human relations in order to achieve a meaningful life of service to others is stressed. Major contention is that the responsibility and privilege of today's youth is to make of tomorrow what they will and to help society become more people-oriented.

**G. I. Bill, the Veterans, and the Colleges, The.** Keith W. Olson. University Press of Kentucky, Lexington, Ky. 40506. 1974. 139 pp. \$9.25. Origins and motives of World II G. I. Bill are reviewed. Veterans who made use of educational benefits provided by the G. I. Bill and colleges at which they studied are examined. Author investigates reasons G. I. college program has become the most widely accepted and least criticized federal program of the postwar era.

**Handbook of Labor Statistics.** U.S. Department of Labor, Bureau of Labor Statistics. Available from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. 1974. 447 pp. \$5.00. Data are grouped under economic subject matter headings. Statistics are supplied for general areas of labor force, employment, unemployment, hours, productivity and unit labor costs, compensation, prices and living conditions, unions and industrial relations, occupational injuries and illnesses, foreign labor statistics, and general economic data.

**How Colleges Evaluate Professors.** Peter Seldin. Blythe-Pennington, Ltd., New York, N.Y. 10520. 1975. 90 pp. \$3.50 (paper). Current policies and practices in evaluating classroom teaching performance in liberal arts colleges are examined.

**Individualizing Vocational and Technical Instruction.** David J. Pucel and William C. Knaak. Charles E. Merrill Publishing Company, 1300 Alum Creek Dr., Columbus, Ohio 43216. 1975. 244 pp. \$12.95. Methods and procedures for individualizing vocational and technical instruction are discussed. Examples are provided from a variety of vocational and technical fields. Key topics include: establishing the need for a program, identifying program, identifying students to be served, developing objectives, developing instructional strategies, and monitoring student



progress. Considerations for managing individualized programs are discussed.

**Key to the Executive Head.** Otto Lerbinger and Nathaniel H. Sperber. Addison-Wesley Publishing Company, Reading, Mass. 01867. 1975. 156 pp. \$6.95. Background and qualities that make a chief executive officer (CEO) are discussed. Qualities CEOs seek when hiring executives are identified. Role of public relations in chief executive decisions is described. CEOs relationships to society, industry and changes are reported.

**Mainspring of Productivity, The: Worker Growth and Belonging.** Sylvia Cubert. Exposition Press, Inc., 900 South Oyster Bay Rd., Hicksville, N.Y. 11801. 1974. 154 pp. \$6.50. This study examines three industrial communities in New England over a thirty-year period. Author postulates that needs for feelings of growth and belonging motivates all positive behavior. As a corollary, mass production with its fragmentation, etc. leads to alienation, powerlessness and lack of self-fulfillment. Author's findings are presented.

**1975 Affirmative Action Recruitment Directory: Human Resources in Higher Education.** Spike Adams and Nancy Barber. Western Interstate Commission for Higher Education, P.O. Drawer P, Boulder, Colo. 80302. 1975. 253 pp. \$6.50. Information contained in this directory was collected from 402 minority persons and women primarily in the 13 western states. Persons listed are qualified to work in institutions of higher education or are actively seeking employment in the Western region. Academic degree index, individual information index, resume information index, and cross-index are included.

**Organizations of the Future: Interaction with the External Environment.** Harold Leavitt, Lawrence Pinfield and Eugene Webb (Eds.). Praeger Publishers, 111 Fourth Ave., New York, N.Y. 10003. 1974. 198 pp. \$16.50. Addresses, essays and lectures by international organizational representatives consider relationship of organizations with their environment.

**Partnership in Urban Education: An Alternative School.** Aase Eriksen and Joseph Gantz. Pendell Publishing Company, P.O. Box 1666, Midland, Mich. 48640. 1974. 166 pp. \$4.95. This book serves as an autobiography of the "PASS Model"—Public Alternative School System developed in response to a

request by leaders of the West Philadelphia community to provide "something different" for their children's education. Its purpose is to provide a manual for educators and community leaders, a resource guide for those interested in change within already existing school systems and a report on the initial PASS Model.

**Personnel: A Diagnostic Approach.** William F. Glueck. Business Publications, Inc., 4347 South Hampton Rd., Box 24746, Dallas, Tex. 75224. 1974. 712 pp. \$13.95. Factors in people and in the work environment which influence managerial problems are discussed. Challenges of management including employment planning, recruitment, selection, personnel assignment and employee orientation are considered. Career development and counseling, employee evaluation and promotion, employee training, selection and evaluation of managers, managerial development are examined. Direct and indirect compensation, affirmative action programs, collective bargaining, group representation, and control of human performance are also covered.

**Perspectives on Career Guidance: An Administrator's View.** S. Norman Feingold. A reprint from: *Peabody Journal of Education*, Vol. 52, No. 1, Oct. 1974, pp. 5-13. Available from: B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 8 pp. \$1.00. Basic concepts of career education and their relation to career guidance are considered. Role of career guidance within the framework of career education is examined. The thrust of today's youth toward personal growth and self-actualization is emphasized. Author provides twenty-two working guidelines for counselors. Suggestions are made concerning the role which may be taken by a professional association toward implementing relevant career guidance programs.

**Selected Speeches on Career Development and Education.** S. Norman Feingold and Marvin J. Feldman. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 16 pp. \$1.00. "Colleges and Universities: Career Development for Human Potential," by Dr. S. Norman Feingold, highlights obligations of higher education in career development. Goals in preparing young people to assume their appropriate places in the world of work are analyzed. Responsibilities in relation to the new concept of career education are examined. Thrusts to make

education more meaningful in the development of human potential are presented. "Career Education: A Philosophy," by Marvin J. Feldman, considers philosophical differences between vocational education and career education. Career education and its relation to a more meaningful vocational education system is delineated. Needs for immediate change in vocational education are stressed.

**Vocational Education for Youth and Adults.** Michael N. Sugarman and Albert J. Pautler (Eds.). MSS Information Corporation, 655 Madison Ave., New York, N. Y. 10021. 1974. 147 pp. \$3.75 (paper). Addresses, essays and lectures are presented. Current issues, concepts and trends in vocational and technical education are considered.

**What Is the Role of Federal Assistance for Vocational Education? Report to the Congress by the Comptroller General of the United States.** Available from: U. S. General Accounting Office, Distribution Section, P. O. Box 1020, Washington, D. C. 20013. 1975. 110 pp. \$1.00. Purpose, administration and role of federal assistance of vocational education are considered. Planning of vocational education programs by federal, state and local government is discussed. Distribution of federal vocational funds, utilization of training, changing manpower needs and recommendations are reviewed.

**Who? Where? Why? Career Guidance, Counseling and Placement: A Developmental Self-Concept Approach.** Burton F. Nolan and Lorraine O. Moore. Division of Instruction, Pupil Personnel Services Section, Minnesota Department of Education. Available from: State of Minnesota, Document Section, 140 Centennial Bldg., St. Paul, Minn. 55155. 1975. 33 pp. \$1.50 (counselors only). Focus is on affective and experimental components of career guidance, counseling and placement. Career development is viewed through self-concept model. Vehicles for implementing self-concept model, working with students as well as educational staff, parents and community are presented. Bibliography is included.

## STUDENT AIDS

**American Students and Teachers Abroad: Sources of Information About Overseas Study, Teaching, Work,**

**and Travel.** (Revised). Pat Kern (Ed.). Bureau of Postsecondary Education, Office of Education, U. S. Department of Health, Education, and Welfare. Available from: Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402. 1975. 66 pp. 90 cents. Sources of information and assistance available in the international exchange field for students and teachers are provided. Study abroad, teaching abroad, major U. S. international educational agencies and organizations, reference materials on study and teaching abroad, sources of information about travel and work abroad are included.

**Barron's Handbook of American College Financial Aid.** (Revised). Nicholas C. Proia and Vincent M. Digaspari. Barron's Educational Series, Inc., 113 Crossways Park Dr., Woodbury, N. Y. 11797. 1974. 508 pp. \$6.95. Intended for prospective transfer students, high school seniors, their parents and guidance counselors, this handbook provides data on financial aid programs in over 1400 four-year private and public colleges. Information is also presented on college selection, factors to consider in determining college costs, financial aid "packages," types and conditions of grants and loans, how to obtain application forms, and when to apply for financial aid.

**Golden Plate Scholarship Program, The.** International Foodservice Manufacturers Association Education Foundation. Available from: National Institute for the Foodservice Industry, 120 South Riverside Plaza, Chicago, Ill. 60606. 1975. Un-numbered. Free. Basic purpose of this brochure is to provide students currently enrolled in foodservice courses with information necessary to apply for IFMA Golden Plate Scholarships awarded each year. Each scholarship is awarded for one academic year in the amount of \$600. Eligibility requirements, application and selection procedures, deadlines are stipulated.

**Graduate Scholarships for Community Organization Programs Available for Careers in Jewish Community Welfare Federations.** Council of Jewish Federations and Welfare Funds, Inc., 315 Park Ave. South, New York, N. Y. 10010. 1974. Un-numbered. Free. These graduate scholarship grants and loans are available to young men and women seeking to prepare for careers with Jewish Federations in the U. S. and Canada. Participating institutions are listed which offer gradu-

ate degrees encompassing a school of Social Work and a related institution of higher Jewish learning with component field-work placement and instruction within a Jewish Federation. Core curriculum, eligibility, application procedures and source of further information are detailed.

**High School Equivalency Test: General Review for the Exam—1975 Edition.** Garry R. Gruber. Simon and Schuster, One West 39th St., New York, N.Y. 10018. 1975. 542 pp. \$4.95. This preliminary practice book includes 3 full-length practice tests similar to newest forms of the GED. Preparation for High School Equivalency Test, characteristics of sub-tests, test-taking tips and test format are considered. Sample tests cover correctness and effectiveness of expression, natural sciences reading interpretation, social studies reading interpretation, literature reading interpretation, and general mathematical ability. Questions are answered and explained.

**How to Pay for Your Health Career Education: A Guide for Minority Students.** U.S. Department of Health, Education, and Welfare, Public Health Service, Health Resources Administration. Available from: Information Office, Bureau of Health Resources Development, National Institutes of Health, Bldg. 31, Room 5B63, 9000 Rockville Pike, Bethesda, Md. 20014. 1974. Un-numbered. Free. Average costs for obtaining an education in medicine, dentistry, pharmacy, veterinary medicine and nursing are considered. Publications and organizations that offer help are listed. Sources of financial aid including federal program and private sources are detailed.

**Mead Johnson Fellowships for Advanced Education in Inhalation Therapy.** Research and Education Fund Committee, American Association for Inhalation Therapy, 7411 Hines Pl., Dallas, Tex. 75235. 1974. Un-numbered. Free (single copy). Five awards in the amount of \$500 are presented annually to inhalation therapy students in their second year of schooling. Qualifications, selection procedure and payment are outlined. Application form is included.

**Parker B. Francis Fellowships for Advancing Education in Respiratory Therapy.** Scholarships, American Respiratory Therapy Foundation, 7411 Hines Pl., Dallas, Tex. 75235. 1974. Un-numbered. Free (single copy). Purpose of the Foundation is to promote

education and research in medical sciences, with special emphasis in anesthesia and related fields. Qualifications, selection procedure and payment are stipulated. Application form is included.

#### **Scholarships and Other Financial Aids in Minnesota.**

Phillip B. Haber and Reynold Erickson (Eds.). Pupil Personnel Services Section, Division of Instruction, Minnesota Department of Education. Available from: State of Minnesota, Documents Section, Room 140, Centennial Office Bldg., St. Paul, Minn. 55155. 1973. 181 pp. \$3.00. Financial aids including scholarships, grants-in-aid, fellowships, honors awards, educational loans and work-study programs for Minnesota students are listed. Federal and state financial aid programs, scholastic aptitude qualifying tests, scholarships available from institutions of higher education, and scholarships for students majoring in specific vocations, for special groups of people and those related to membership in organizations or employment are included. Each listing provides information on qualification requirements, value of award, final date of application and where to make application.

#### **Scholarships and Other Financial Aids in the Tri-State Area: Western Pennsylvania, Ohio and West Virginia.**

Jared Ira Falek, Jack Heinowitz and Samuel Binstock. Western Regional Office, District No. 3, B'nai B'rith Career and Counseling Services, 5824 Forbes Ave., Pittsburgh, Pa. 15217. 1974. 128 pp. \$2.00. Sources of financial aid available in Western Pennsylvania, Ohio and West Virginia are listed. Scholarships, fellowships, loans, work-study programs and financial aid packages are included. Each listing provides information on name of award, qualifications, value of award and where to make application. Selected bibliography as well as selected minimum student aid resource library are furnished.

**Student Aids and BBCCS: A New Look at an Old Problem.** S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 25 pp. \$1.00. Student aid picture between 1938 and 1973 is examined. Types of financial assistance—scholarships, fellowships, loans, both federal and commercial, student aid packages, work-study programs, etc., are discussed. Sources of information on Guaranteed Student Loan Program are listed. Areas in which problems exist for minority students are explored. Role of counselors in career and scholarship

planning is delineated. Selected bibliography is included.

## **AIDS FOR THE TEACHER**

**Alternative Teaching Strategies: Helping Behaviorally Troubled Children Achieve. A Guide for Teachers and Psychologists.** Marshall S. Swift and George Spivack. Research Press, 2612 N. Mattis Ave., Champaign, Ill. 61820. 1975. 217 pp. \$4.95. Aids for assessing and programming for children who display behaviors which impede learning are presented. Specific information about overt-classroom behaviors that affect or reflect academic success or failure is provided. Suggestions for alternative teaching strategies are included that may be used to increase behavioral effectiveness and subsequent academic achievement.

**Educators Guide to Free Films.** (Thirty-fifth Edition). Mary Foley Horkheimer and John C. Diffor (Eds.). Educators Progress Service, Inc., Randolph, Wisc. 53956. 1975. 744 pp. \$12.75. Complete, up-to-date, annotated schedule on 4371 free educational and instructional films is presented. Availability, loan terms and order procedures are included. Canadian and Australian indices are provided.

**Horizons: Readings and Communication Activities for Vocational-Technical Students.** Helene D. Hutchinson. Glencoe Press, 8701 Wilshire Blvd., Beverly Hills, Calif. 90211. 1975. 324 pp. \$5.95. Essays, articles, short stories, etc. cover various aspects of job-hunting, consumerism, personal and societal problems, leisure, creativity, self and human relations.

**Human Values in the Classroom: A Handbook for Teachers.** Robert C. Hawley and Isabel L. Hawley. Hart Publishing Company, Inc., 15 West 4th St., New York, N.Y. 10012. 1975. 283 pp. \$8.95 (cloth). Authors set forth humanistic approach to teaching and learning which focuses on personal values within society. Ways to create learning opportunities where values come into play are detailed.

**Measuring Pupil Achievement and Aptitude.** (Second Edition). C. Mauritz Lindvall and Anthony J. Nitko. Harcourt Brace Jovanovich, Inc., 757 Third Ave., New York, N.Y. 10017. 1975. 237 pp. \$4.95 (paper). Role of testing and evaluation in education, planning

for instruction and evaluation, learning outcomes are considered. Principles of achievement test construction, test scores and their interpretation, technical concepts used to appraise tests, standardized norm-referenced tests, and tests of scholastic aptitude are summarized. Testing and evaluation in the individualization of instruction, and planning and implementing a comprehensive evaluation program are also discussed.

**Meeting the Needs of Learning Disabled Children in the Regular Class.** Wineva Grzynkowicz, Diane Spurgeon Wirtz, Rebecca Cation and Barbara Bullock. Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 192 pp. \$11.75 (paper). Team approach to meeting needs of special children is described. Roles of team members are defined. Activities and sources of information are covered. Therapy procedures for use by resource teachers and regular classroom teachers are detailed. Particular learning problems of children—educably mentally handicapped, learning disabilities, behavior disorders and educational handicaps—are considered.

**Modifying Children's Behavior: A Book of Readings.** Alan R. Brown and Connie Avery (Eds.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 277 pp. \$12.50. Readings on uses of behavior modification are presented. Origins of behavior modification and current status are reviewed. Limitations and liabilities of this technique as well as morality of behaviorism in education are examined. Behavioral principles with individual children and in the classroom are detailed. Article on future considerations is included.

**More Values Clarification: A Guidebook for the Use of Values Clarification in the Classroom.** Sidney B. Simon and Jay Clark. Pennant Press, San Diego, Calif. 92120. 1975. 182 pp. \$3.95. Strategies for incorporating values clarification in the classroom are presented.

**Requirements for Certification 1975-76: For Elementary Schools, Secondary Schools, Junior Colleges.** (Fortieth Edition). Elizabeth H. Woellner (Ed.). University of Chicago Press, 5801 Ellis Ave., Chicago, Ill. 60637. 1975. 231 pp. \$10.50. State requirements are summarized for certification of teachers, counselors, librarians and administrators in elementary



schools, secondary schools and junior colleges. Recommendations of regional and national accrediting associations and sources of information regarding teacher applications in the U.S. are included.

**Speech and Hearing Problems in the Classroom.** Phyllis P. Phillips. Cliffs Notes, Inc., P.O. Box 80728, Lincoln, Neb. 68501. 1975. 134 pp. \$1.95. Types of speech disorders found among school children are identified. What classroom teachers can do about them both with and without assistance of a school speech clinician are reviewed. Articulation disorders, disordered language development, stuttering, voice disorders, special problems and hearing problems are covered. Causes, therapy, role of classroom teachers and suggestions are provided for each.

**Teacher Education: The Seventy-fourth Yearbook of the National Society for the Study of Education. Part II.** Kevin Ryan (Ed.). National Society for the Study of Education. Available from: University of Chicago Press, 5801 Ellis Ave., Chicago, Ill. 60637. 1975. 336 pp. \$10.00. Changes within field of teacher education are considered. Historical perspective of teacher education, personal context of becoming a teacher, institutionalization of teacher education, recent research, and concepts of man underlying theories of teacher education are examined. Performance-based teacher education, training teachers for affective roles, current issues, the "new teaching profession," control and responsibility in teacher education, and future implications are analyzed.

**Teaching Futures.** James N. Stirewalt (Ed.). World Future Society, 4916 St. Elmo Ave., Bethesda, Md. 20014. 1974. Un-numbered. \$5.00. Collection of articles, syllabuses, bibliographies and teaching ideas in future studies is presented.

#### **GUIDANCE MATERIAL—FREE OR INEXPENSIVE**

**American Manpower Today.** U. S. Department of Labor, Manpower Administration. Available from: Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402. 1974. 26 pp. 75 cents. Current role of U. S. Department of Labor's Manpower Administration is described. Community manpower system, comprehensive manpower

programs, public service employment programs, programs for special groups and federally administered programs are covered. Apprenticeship, Job Corps, Work Incentive Program, Research, Development, Evaluation, Federal-State Partnerships, Employment Service and Unemployment Insurance are reviewed.

**Classroom Film, The: Mass Media At Its Best.** Willard D. Philipson. Reprinted from: *Educators Guide to Free Films*, 1975. Available from: Educators Progress Service, Inc., Randolph, Wisc. 53956. 1975. 5 pp. Free (single copy). Author states that mass media will revolutionize education. Proposal by which a presenter may develop a plan for use of an educational motion picture is outlined.

**College Scholarship Service, The.** College Scholarship Service, College Entrance Examination Board, 888 Seventh Ave., New York, N. Y. 10019. 1974. 6 pp. Free. Need analysis services, institutional services as well as publications and research of the College Scholarship Service are described. Principles of financial aid administration are outlined. Regional offices of CEEB are listed.

**Continuing Education Unit, The.** Anne C. Kaplan and Clive C. Veri. ERIC Clearinghouse in Career Education, 204 Gabel Hall, Northern Illinois University, DeKalb, Ill. 60115. 1974. 118 pp. Free. This publication summarizes literature which documents the development and initial use of the Continuing Education Unit (CEU). Bibliography is included.

**Facts 75.** National Association of State Universities and Land-Grant Colleges, One Dupont Circle, N. W., Suite 710, Washington, D. C. 20036. 1975. 21 pp. Free. Background information on state and land-grant colleges is provided. Purpose of the National Association of State Universities and Land-Grant Colleges and operating functions are described. Newsletters, reports and other publications of NASULGC are listed. Listing of association membership is included.

**Functional Job Analysis: An Annotated Bibliography.** Sidney A. Fine, Ann M. Holt and Maret F. Hutchinson. W. E. Upjohn Institute for Employment Research, 300 South Westnedge Ave., Kalamazoo, Mich. 49007. 1975. 23 pp. 75 cents. Annotated bibliography provides a chronological list of 83 items pertaining to

development, growth and application of the Functional Job Analysis concept.

**Jobs for Which a College Education is Usually Required.** U. S. Department of Labor, Bureau of Labor Statistics, Washington, D. C. 20212. 1974. Un-numbered. Free (single copy). Occupations, selected from the *Occupational Outlook Handbook*, for which a college education is usually required are listed. Summaries for each occupation include number presently employed, qualifications and training, employment opportunities and trends to 1985.

**Jobs for Which a High School Education is Generally Required.** U. S. Department of Labor, Bureau of Labor Statistics, Washington, D. C. 20212. 1974. Un-numbered. Free (single copy). Highlights of job qualifications and trends for jobs generally requiring a high school education are provided. Industrial production and related occupations, office, service, sales, construction, transportation, health, scientific and technical occupations, mechanics and repairers are included.

**Jobs for Which Junior College, Technical Institute, or Other Specialized Training is Usually Required.** U. S. Department of Labor, Bureau of Labor Statistics, Washington, D. C. 20212. 1974. Un-numbered. Free (single copy). Job qualifications and trends for jobs usually requiring junior college or other specialized training are outlined. Clerical, education, scientific, technical, health, art, design, and communications related occupations, mechanics and repairers are listed.

**List of Free Materials Available to Educators.** Educational Service Bureau, Dow Jones and Company, Inc., P. O. Box 300, Princeton, N. J. 08540. 1974. 60 pp. Free. Materials available at no charge from various associations and organizations are listed. Name and address of distributor are included.

**1975 Catalog of Publications.** B'nai B'rith Career and Counseling Services. Address on masthead. 1975. 4 pp. Free. This catalog lists current BBCCS publications in guidance, career planning and occupational information. Aids for counselors and parents, information relating to the handicapped and rehabilitation counseling, and educational directories and research are included. Special Occupational Brief Kit is featured.

**Preparation and Inservice Needs of Technical Teachers, The.** Donald V. Brown. College of Education, University of Tennessee, Cumberland Ave., Knoxville, Tenn. 37916. 1974. 38 pp. Free (single copy). Important characteristics of teachers in vocational-technical programs and their concerns for in-service and pre-service education which will improve their performance are identified. Recommendations are provided.

**Publications List.** National Association for Retarded Citizens, 2709 Avenue E East, P. O. Box 6109, Arlington, Tex. 76011. 1975. Un-numbered. Free. Publications of a general nature concerning mental retardation as well as architectural planning, child development and day care, community organizations, and education are listed. Poverty, public health and prevention, recreation, religion, residential services, social work and vocational rehabilitation are also covered. Request form is included.

**Reference Catalog.** Center for Cassette Studies, 8110 Webb Ave., North Hollywood, Calif. 91605. 1975. 632 pp. Free (single copy). Information on 5000 Audio-Text Cassettes is provided. Subject categories include: Biography, Business and Economics, Communications and the Media, Education, Fine Arts, Government and Political Science, History, Language Arts and Law. Leisure Arts, Literature, Music, Psychology, Religion and Philosophy, Science, Sociology, Theatre Arts and Cinema are also covered. Cassette title, precis, running time, price and grade level designation are furnished for each entry.

**Reserve Army of the Underemployed, The.** James O'Toole. Available from: Dr. Sidney High, Office of Career Education, U. S. Office of Education, Rm. 3319-B, 7th and D Sts., S. W., Washington, D. C. 20202. 1975. 30 pp. Free. Purpose of this monograph is to make educators more aware of realities of the labor market. Concept of underemployment and its effects on society, the individual, economy and education are considered. Increase in educational attainment of work force and change in work values among young people are contrasted to a static occupational structure. Alternative policies for meeting problems of underemployment are reviewed.

**Revised Workweek, The: Results of a Pilot Study of 16 Firms.** U. S. Department of Labor, Bureau of Labor

Statistics. Available from: Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402. 1975. 31 pp. 85 cents. This study was conducted to gain a general idea from a sample of firms of their objectives and methods for introducing workweek changes. Types of workweek schedules adopted are described. Effects of revised schedules on firms are assessed. Employee attitudes and economic effects are examined. Conclusions and recommendations are provided.

**Three Steps for College Entrance.** President's Committee on Employment of the Handicapped and B'nai B'rith Career and Counseling Services. Available from: B'nai B'rith Career and Counseling Services. Address on masthead. 1972. Un-numbered. Free. Suggestions on preparing for college are detailed. Self-help ideas concerning financial aid are discussed. Scholarship and loan resources and addresses are listed. An education planning calendar is provided to record college visits, examination dates, deadlines for applications and other pertinent data.

**Women in 1974.** Citizen's Advisory Council on the Status of Women. Available from: Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402. 1975. 55 pp. \$1.20. Status of women in 1974 is summarized. Women in elective office, the Equal Rights Amendment, homemakers and the family, employment, education, credit, media, the U. S. Commission on Civil Rights, and legislation passed by the 93rd Congress are considered.

## ADULT EDUCATION AND THE AGING

**Americans in Middle Years: Career Options and Educational Opportunities.** Alan Entine (Ed.). Ethel Percy Andrus Gerontology Center, University of Southern California, Los Angeles, Calif. 90007. 1974. 54 pp. \$3.00 (plus 25 cents for postage and handling). Proceedings of a conference sponsored by the State University of New York and the Fund for New Priorities in America are presented. Dimensions and dilemmas of the middle years as well as suggestions and possible solutions are reviewed. Americans in middle years as new audiences for learning are also considered.

**Growing Older: What You Need to Know About Aging.** Margaret Hellie Huyck. Prentice-Hall, Inc., Englewood Cliffs, N. J. 07632. 1974. 179 pp. \$2.65 (\$2.95 in Canada). Ways in which to prepare for growing older detailed. Problems of aging, biological and psychological changes are discussed. Menopause in men and women, the "empty nest" crisis, middle aged marriages are considered. Age and identity, role crisis, widowhood and family relationships are analyzed. Article by Margaret Mead on "grand-parenting" is included.

**Late Adulthood: Perspectives on Human Development.** Richard A. Kalish. Brooks/Cole Publishing Company, 540 Abrego St., Monterey, Calif. 93940. 1975. 133 pp. \$3.95. Issues, ideas and information on psychology of later maturity and old age are presented.

**Never Too Old to Learn.** Academy for Educational Development, Inc., 680 Fifth Ave., New York, N. Y. 10019. 1974. 109 pp. \$5.00. Chief findings of a survey of the nation's college campuses are reported. Programs currently available to older Americans are described. Free or reduced tuition in courses with younger students, on-campus dormitory accommodations, special courses given in neighborhood locations, courses created and taught by retired professionals, pre-retirement information and counseling, retraining for new careers are among those considered. Recommendations concerning more "new-career" programs are included.

**Professional Obligations and Approaches to the Aged.** Arthur N. Schwartz and Ivan N. Mensh (Eds.). Charles C. Thomas, Publishers, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 372 pp. \$15.75. Focus is on concepts and methods which professional gerontologists can use to upgrade current relationships between professions and the aged, training and emphasis required for professional responsibilities, and new approaches for maximizing effectiveness of professional work with the aged.

## HANDICAPPED AND REHABILITATION COUNSELING

**Avocational Activities for the Handicapped: A Handbook of Avocational Counseling.** Robert P. Overs,

Elizabeth O'Connor and Barbara DeMarco. Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 178 pp. \$9.95. This handbook is designed for use in avocational counseling by counselors, recreation therapists, occupational therapists and social workers. Each activity is described in terms of suitability for individuals, environmental factors, social-psychological factors, and adaptability to various types of impairment.

**Careers for the Homebound: Home Study Opportunities.** President's Committee on Employment of the Handicapped and B'nai B'rith Career and Counseling Services. Available from: President's Committee on Employment of the Handicapped, Washington, D. C. 20210. 1974. 16 pp. Free. This pamphlet provides a useful reference tool for counselors in helping the homebound attain educational and vocational objectives. Courses listed may be taken by persons of various ages, backgrounds and educational achievements. They can lead to productive employment, self improvement or the development of personal interests and hobbies. Immediately following course listings are names and addresses of accredited home study schools offering those particular subjects.

**Counseling Strategies With Special Populations.** John G. Cull and Richard E. Hardy. Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 341 pp. \$16.95. Problematic situations confronting counselors are considered. Four sections cover counseling concerns, counseling strategies with the physically disabled, counseling strategies with the socially disabled and special counseling problem areas. Development of a counseling relationship, development of psychological and social services, placement counseling and use of volunteers are discussed.

**Innovation in Vocational Rehabilitation Through Research Utilization.** Asher Soloff, Libby J. Goldston and Richard A. Pollack. Jewish Vocational Service, 1 South Franklin St., Chicago, Ill. 60606. 1975. Unnumbered. Free (single copy). This report is intended to be a working document as well as an account of a completed project. Ideas and suggestions for procedures that will help readers take part in research utilization activities are presented.

**Mental Retardation: Nature, Cause and Management.** George S. Baroff. Halsted Press, John Wiley and Sons,

Inc., 605 Third Ave., New York, N. Y. 10016. 1974. 504 pp. \$17.95. Psychological and biological aspects of mental retardation are examined. Services designed to prevent, identify and assist retarded persons from infancy to adulthood are detailed. Major educational, vocational and residential services are explored.

**Mental Retardation: Rehabilitation and Counseling.** Philip L. Browning. Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 447 pp. \$15.75. Overview of mental retardation field is presented. Concept, definition, classification, etiology, development and personality are discussed in Part I. Parts II and III address respective areas of rehabilitation and counseling as they pertain to mental retardation.

**Psychology of Blindness, The.** Donald D. Kirtley. Nelson-Hall Publishers, 325 West Jackson Blvd., Chicago, Ill. 60606. 1975. 312 pp. \$15.00. Author's premise is that blind persons are different from the nonblind only to the degree that they are visually deficient and subject to behavioral limitations inherent in that deficiency. Mythic foundations of prejudice against the blind are surveyed. Present, but still inadequate, attempts to provide vocational and educational programs for the blind are examined. Misconceptions and prejudices of sighted people are challenged.

**Readings in Rehabilitation Counseling.** Timothy F. Field and Benson Hecker (Eds.). MSS Information Corporation, 655 Madison Ave., New York, N. Y. 10021. 1974. 287 pp. \$7.50 (paper). Readings in the fields of rehabilitation counseling, vocational rehabilitation and offender rehabilitation are presented.

**Rehabilitation in Israel.** Kenneth W. Reagles, Solly Katz and George N. Wright. B'nai B'rith Career and Counseling Services. Address on masthead. 1974. 244 pp. \$7.95. This volume is an up-to-date compendium of services available to disabled and vocationally handicapped youth and adults of the State of Israel. Text is organized according to program sponsorship, i.e., governmental, municipal, public and voluntary organizations. Within larger categories, specific programs are arranged alphabetically. Format for each program includes a description of rehabilitation process components such as referral procedures and sources, eligibility and evaluations required through



placement and follow-up, as well as organizational details pertaining to program's history, legislative base, collaborative arrangements, service evaluation and research collaborative arrangements, service evaluation and research activities. Appendix B contains, in summary form, a "Services to the Handicapped Directory" which serves as a useful guide for agency personnel.

**Rehabilitation Techniques in Severe Disability: Case Studies.** John G. Cull and Richard E. Hardy. Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1974. 238 pp. \$10.75. By use of case studies, special problems in rehabilitation are detailed. Special groups covered include the mentally retarded, epileptic, blind and blind diabetic, spinal cord injured, deaf, amputee, cancer victim, rheumatoid arthritic, drug abuser, and those with cardiovascular disease and pulmonary disability. Personality structure and development are considered in relation to physical disability.

**Space Age Challenges and New Career Horizons for the Deaf.** S. Norman Feingold. B'nai B'rith Career and Counseling Services. Address on masthead. 1972. 11 pp. \$1.00. This keynote presentation was delivered at the 9th Biennial Convention of the National Congress of Jewish Deaf in Atlantic City. The world of work as it exists today as well as projections for the future are described. Career needs and guidelines for the deaf are delineated.

**Teaching the Mentally Handicapped Child.** Ralph Hyatt and Norma Rolnick (Eds.). Behavioral Publications, Inc., 72 Fifth Ave., New York, N. Y. 10011. 1974. 337 pp. \$12.95 (cloth). Role of the specialist vis-a-vis the teacher is delineated. Application of behavior modification techniques to early language training and Piagetian approach to teaching math are presented. Movement, music and art therapy techniques are discussed in terms of their adaptation to special education classroom situations.

## THE COUNSELOR'S BOOKSHELF

**American Way of Divorce, The: Prescriptions for Change.** Sheila Kessler. Nelson-Hall, Inc., Publishers, 325 West Jackson Blvd., Chicago, Ill. 60606. 1975. 216 pp. \$7.95. From perspective of both therapist

and social critic, author outlines need for social change concerning divorce on two levels--individual and societal. Emotions involved in divorce are examined. Ways of using emotions to make divorce experience one of personal growth are explored. Attitudinal and institutional change, including government-supported counseling programs are discussed.

**Assessment of Children's Intelligence.** Jerome M. Sattler. W. B. Saunders Company, West Washington Square, Philadelphia, Pa. 19105. 1974. 526 pp. \$15.95. Section 1 provides introduction to and general considerations of assessment of children's intelligence. Historical survey, theories of intelligence, issues related to measurement of intelligence and testing minority group children are included. Section 2 discusses examiner's role in administering individual intelligence tests, examiner-examinee relationships and suggestions for testing children with special problems. Section 3 details development, administration and interpretation of the Stanford-Binet. Section 4 reviews fundamentals of administering and interpreting the WISC, WPPSI and a potpourri of other tests. Section 5 deals with diagnostic aspects of intelligence testing, childhood schizophrenia and early infantile autism, organic brain damage, mental retardation, intelligence and emotional disturbance, learning and physical disabilities. Final section covers psychological reports and consultation.

**Basic Approaches to Group Psychotherapy and Group Counseling.** (Second Edition). George M. Gazda (Ed.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 535 pp. \$16.75. History and development of group psychotherapy and counseling, analysis of research, and guidelines for ethical practice in group work are discussed. Fundamental psychotherapy positions summarized include psychodrama, psychoanalysis, existential group psychotherapy, behavioral group therapy, client-centered group therapy, reality therapy, transactional analysis, gestalt therapy, rational-emotive therapy, conjoint family therapy and group therapy with children. Eclectic position, behavioral position and teleoanalytic position are three basic group counseling positions discussed.

**Career Education: A Reader.** David C. Wigglesworth (Ed.). Canfield Press. Available from: Harper and

Row, Publishers, Inc., 10 East 53rd St., New York, N. Y. 10022. 1975. 186 pp. \$7.95. Introductory section provides historical background as well as discussion of rationale of career education and relationship between career education and school curricula. Practicing examples of career education in action from kindergarten through junior college are introduced. Career cluster concept is considered. Concepts essential to the development of a total program capable of relating effectively to students, teachers, parents, taxpayers and employees are examined. Career education in perspective is discussed.

**Career Guidance for Black Adolescents: A Guide to Selected Professional Occupations.** John G. Cull and Richard E. Hardy (Eds.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 148 pp. \$13.75. This text was prepared for young black persons who wish to explore various professional occupational areas and for counselors and advisors attempting to aid them in evaluation and selection of various occupations. Information is provided on medicine, economics, the ministry, elementary and secondary education, general business enterprises, the physical sciences and professional counseling and guidance.

**Challenge for Group Psychotherapy, The: Present and Future.** Stefan deSchill (Ed.). International Institute for Mental Health Research and American Mental Health Foundation, Inc. Available from: International Universities Press, Inc., 239 Park Ave. South, New York, N. Y. 10003. 1974. 366 pp. \$17.50. Renowned practitioners and theoreticians of group psychotherapy provide a broad view of various methods and uses of group treatment. Psychoanalytic group psychotherapy, theoretical foundations of group psychotherapy, types of group psychotherapy and their clinical applications, and group psychotherapy as a method of treatment in psychiatric hospitals are explored. Group analysis and analyst insights, mental health groups, psychodrama and group psychotherapy, analytic group psychotherapy with the aged are also considered.

**Contemporary Issues in Counseling.** C. Gilbert Wrenn and Sanford S. Davis (Eds.). Bureau of Educational Research and Services, College of Education, Arizona State University, Tempe, Ariz. 85281. 1974. 86 pp. \$3.00. The eight papers in this monograph grew out

of a seminar on "Professional Issues in Counseling" at Arizona State University. Major topics include: Counseling Minority Groups, The Counseling Process, Counseling and Mental Health in the Community.

**Coordination in Cooperative Vocational Education.** Warren G. Meyer, Lucy Crawford and Mary K. Klaurens. Charles E. Merrill Publishing Company, Columbus, Ohio 43216. 1975. 315 pp. \$11.95. Purposes and goals of cooperative vocational education are considered. Roles and tasks of teacher-coordinators, facilitating work adjustment competencies, recruiting and guiding student-trainees and placing student-trainees are discussed. Developing occupational experience libraries, organizing and articulating instruction, following up student-trainees at work and evaluating cooperative vocational education programs are detailed.

**Correctional Psychology: Themes and Problems in Correcting the Offender.** Robert J. Wicks. Canfield Press. Available from: Harper and Row, Publishers, Inc., 10 East 53rd St., New York, N. Y. 10022. 1974. 235 pp. \$6.95. Psychological approaches to treatment of criminal offenders are considered. Topics include prisoner classification, current therapies, behavior modification, use of nonprofessionals, prison violence, unusual problems in corrections, rehabilitation programs, community based corrections and the future of correctional psychology.

**Counseling Girls and Women: A Guide for Jewish and Other Minority Women.** Kenneth A. Wolkon. B'nai B'rith Career and Counseling Services. Address on masthead. 1973. 48 pp. \$2.00. Women's position in society, the world of work and the family are examined from an historical perspective as well as present conditions of change. Influence of attitudes, sex roles, legal discrimination and family pattern upon employment is analyzed. New career roles of "Pioneer Women" are highlighted. Guidelines for educational and vocational planning, advantages of obtaining career counseling, and availability of financial assistance are discussed. The school's responsibility for providing realistic guidance to girls and women is examined. Group guidance programs are considered in terms of their value in new educational and career possibilities. Topics for discussion in women's groups are suggested. A listing of women's causes and committees in professional associations is provided.

**Eco-Spasm Report, The.** Alvin Toffler. Bantam Books, Inc., 666 Fifth Ave., New York, N. Y. 10019. 1975. 116 pp. \$1.50 (paper). Author produces the neologism, "eco-spasm," to describe a series of volatile economic, social and political changes characteristic of the new Super-Industrial society - changes which render present systems of controls, stabilizers and remedies obsolete. Three imaginary scenarios are created in effort to project the direction industrial societies will take. Five strategies are proposed for dealing with crises.

**Escape From Childhood: The Needs and Rights of Children.** John Holt. Ballantine Books, 201 East 50th St., New York, N. Y. 10022. 1975. 225 pp. \$1.75 (paper). Institution of modern childhood as well as attitudes, customs, and laws that define and place children in societal structure are examined. Author proposes that rights, privileges, duties and responsibilities be made available to young persons who wish to use them.

**Evaluation of Training in Mental Health, The.** Marcia Guttentag, Thomas Kiresuk, Madelynn Oglesby and Jerry Cahn. Behavioral Publications, Inc., 72 Fifth Ave., New York, N. Y. 10011. 1975. 131 pp. \$9.95 (cloth). Focus is on issue of reliable and continuous evaluation in mental health administration. Method of organizing and conceptualizing evaluation research task is presented. Cost effectiveness and ecological parameters are considered. History of training evaluation and bibliography are included.

**Fundamentals of Child Counseling.** Donald B. Keat. Houghton Mifflin Company, 2 Park St., Boston, Mass. 02107. 1974. 355 pp. \$11.50. Overview of elementary school counseling is provided. Individual and group appraisal procedures; counseling techniques for use with individual children; group counseling; parent, teacher, administrator, and child guidance groups; and collaboration-consultation are examined. Curriculum development; career orientation in elementary schools; environmental considerations and action plans; and organization, implementation, management and coordination of elementary school guidance services are discussed. Research on elementary guidance is reviewed.

**Gaming: The Future's Language.** Richard D. Duke. Sage Publications, Inc. Available from: Halsted Press,

John Wiley and Sons, Inc., 605 Third Ave., New York, N. Y. 10016. 1974. 223 pp. \$12.50. Underlying principles of gaming-simulation, theoretical basis for explanation of gaming and guide to its application are provided.

**Gestalt Approaches in Counseling.** William R. Passons. Holt, Rinehart and Winston, Publishers, 383 Madison Ave., New York, N. Y. 10017. 1975. 239 pp. \$5.50. Practical dimensions of a theory of counseling as well as historical development and theoretical components of Gestalt therapy are presented. Gestalt approaches in counseling, present-centeredness and awareness, language approaches, non-verbal awareness, fantasy approaches, approaches to feelings and Gestalt approaches in psychological education are considered.

**Group as Agent of Change, The.** Alfred Jacobs and Wilfred W. Spradlin (Eds.). Behavioral Publications, Inc., 72 Fifth Ave., New York, N. Y. 10011. 1974. 463 pp. \$9.95 (paper). Theories and applications of group intervention methods to effect change in the family, schools, mental hospitals and community are presented. Use of group methods of intervention for facilitating personal growth, treatment of social and mental disorders, mobilization of community action strategies and socio-emotional education and enrichment are illustrated. Innovative programs and treatment approaches used in groups are described.

**Handbook of Rorschach Scales.** Paul M. Lerner (Ed.). International Universities Press, Inc., 239 Park Ave. South, New York, N. Y. 10003. 1975. 523 pp. \$18.50. Rorschach scales which reflect original and imaginative ways in which the Rorschach has been used for research purposes are presented. Cognitive and perceptual functioning, pathological thinking, structuring of experience, affective and motivational states, interpersonal relations, intrafamilial interaction, suicide and homosexuality are discussed. Each section reviews theory underlying scale construction, appraisal of scales' reliability and validity, as well as a description of their development and application. Other scores, ratios and scales used to assess psychological phenomena under consideration are also analyzed.

**Helping Each Other in Widowhood.** Phyllis R. Silverman, Dorothy MacKenzie, Mary Pettipas and Elizabeth Wilson (Eds.). Health Sciences Publishing Corpo-

ration, 451 Greenwich St., New York, N. Y. 10013. 1975. 212 pp. \$8.95. Ways in which widow volunteers help others to help themselves are considered. Special family problems created by the death of one parent are described. Work of organizations such as Parents Without Partners and Post-Canas in helping widows or widowers to adjust successfully are related. Findings of a two-year, self-help Widow-to-Widow program at Harvard University and a telephone hot line are reported. Crisis intervention as a way of helping individuals before emotional collapse occurs is examined.

**Innovations in Client-Centered Therapy.** David A. Wexler and Laura North Rice (Eds.). John Wiley and Sons, Inc., 605 Third Ave., New York, N. Y. 10016. 1974. 517 pp. \$22.50. Significant new developments in client-centered therapy are considered. New perspectives on theory and practice of therapy as well as applications of client-centered principles to a wider social milieu are explored.

**Introduction to Career Education, An: A Policy Paper of the U. S. Office of Education.** U. S. Department of Health, Education, and Welfare, Office of Education. Available from: Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402. 1975. 40 pp. \$1.05. This booklet represents the U. S. Office of Education's conceptual statement on career education. Rationale and definition of career education, basic concept assumptions, programmatic assumptions, initial implementation, learner outcomes and basic educational changes championed by career education are discussed.

**Middle Childhood: Behavior and Development.** Joyce Wolfgang Williams and Marjorie Stith. Macmillan Publishing Company, Inc., 866 Third Ave., New York, N. Y. 10022. 1974. 492 pp. \$9.95. Normal sequence of physical, social, mental and emotional development and its connection with behavior and relationships are considered. Both sociological and psychological viewpoints of behavior and development are examined.

**Mirrors for Behavior III: An Anthology of Observation Instruments.** Anita Simon and E. Gil Boyer (Eds.). Communication Materials Center and Research for Better Schools, Inc. Available from: Communication Materials Center, 110 Rices Mill Rd., Wyncote,

Pa. 19095. 1974. 758 pp. \$19.95. Ninety-nine observation systems and their use in industry, therapy, group dynamics, guidance, self-improvement, research and education are examined.

**Models of Group Therapy and Sensitivity Training.** John B. P. Shaffer and M. David Galinsky. Prentice-Hall, Inc., Englewood Cliffs, N. J. 07632. 1974. 303 pp. \$10.95. Major group approaches in psychiatry, social work and education are considered. Techniques used by each kind of group therapist or leader to facilitate group interaction are detailed. Psychoanalytic therapy, group dynamic therapy, existential-experiential therapy, psychodrama, and Gestalt therapy workshops are examined. Behavior therapy in groups, Tavistock approach, T-groups and the laboratory method, encounter groups and theme-centered interactional method are also discussed.

**New Treatment Approaches to Juvenile Delinquency.** J. L. Khanna (Ed.). Charles C. Thomas, Publisher, 301-327 East Lawrence Ave., Springfield, Ill. 62703. 1975. 157 pp. \$11.75. Innovative treatments that are employed with juvenile delinquents are presented. Papers represent latest positions held by eminent contributors who are acknowledged experts in psychology, psychiatry, criminology and law. Positions range from a national perspective of juvenile delinquency to a description of such nationally known treatment models as Janus House for Delinquents, Achievement Place Model, Florida Juvenile Rehabilitation Project, Project ACE and the Contingency Management of Delinquent Behavior in the Community.

**Overload: The New Human Condition.** Leopold Bellak. Human Sciences Press, Behavioral Publications, Inc., 72 Fifth Ave., New York, N. Y. 10011. 1975. 223 pp. \$9.95. This book reviews application of clinically established ways to study adaptation to a contemporary society which threatens to immobilize with rapid changes, contradictions and absurdities resulting in intellectual and emotional overload. Evaluation of twelve ego functions in individuals is applied to society as a whole. Recommendations about the role of education and political leadership as well as suggestions for the creation of a more stable society are made.



**PERIODICALS IN GUIDANCE AND RELATED FIELDS** (Continuation of listing from last issue)

**American Psychologist.** American Psychological Association, Inc., 1200 Seventeenth St., N.W., Washington, D.C. 20036. Monthly. Free (APA members); \$12.00 per year (non-members, domestic); \$13.00 per year (non-members, foreign).

**Analysis.** Institute for Jewish Policy Planning and Research, Synagogue Council of America, 1775 Massachusetts Ave., N.W., Washington, D.C. 20036. 18 issues. \$4.00 per year.

**Behavioral Sciences Newsletter.** Roy W. Walters and Associates, Inc. Available from: Behavioral Sciences Newsletter, 60 Glen Ave., Glen Rock, N.J. 07452. Semi-monthly. \$48.00 per year.

**DEMAMA.** Association of the Deaf and Mute in Israel, 13 Sd. Yad Labanim, Tel Aviv 61090, Israel, P.O. Box 9001. Quarterly. \$5.00 per year.

**Educators Newsletter.** National Research Bureau, Inc., 424 North Third St., Burlington, Iowa 52601. Monthly. \$18.00 per year.

**Head Start Newsletter.** Project Head Start, Office of Child Development, Office of Human Development, U.S. Department of Health, Education, and Welfare, Washington, D.C. 20201. Bi-monthly. Free.

**Innovations: Highlights of Evolving Mental Health Services.** American Institutes for Research, P.O. Box 1113, Palo Alto, Calif. 94302. Triennially. Free.

**Learning Today.** Library-College Associates, Inc., Box 956, Norman, Okla. 73069. Quarterly. \$10.00 per year (includes *Library-College Omnibus*).

**Medium.** Jewish Media Service, Institute for Jewish Life, 65 William St., Wellesley, Mass. 02181. Monthly (except summer). Free (single copy).

**NATA Quarterly.** National Association of Temple Administrators, P.O. Box 193, Northfield, Ill. 60093. Quarterly. Free (members).

**North Central Association Quarterly.** North Central Association of Colleges and Schools, 5454 South Shore Dr., Chicago, Ill. 60615. Quarterly. \$6.00 per year.

**On Campus with Women. Project on the Status and Education of Women.** Association of American Colleges, 1818 R St., N.W., Washington, D.C. 20009. Irregular. Free.

**Pioneer Woman.** Women's Labor Zionist Organization of America. Available from: Pioneer Woman, 315 Fifth Ave., New York, N.Y. 10016. 8 issues. \$5.00 of membership dues per year.

**Research Reporter, The.** Center for Research and Development in Higher Education, 2150 Shattuck Ave., University of California, Berkeley, Calif. 94704. Quarterly. Free.

**Theory into Practice.** College of Education, Ohio State University, 116 Ramseier Hall, 29 W. Woodruff Ave., Columbus, Ohio 43210. 5 issues. \$5.00 per year.

**Voluntary Action News.** National Center for Voluntary Action, 1785 Massachusetts Ave., N.W., Washington, D.C. 20036. Bi-monthly. Free.

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Volume 30, Number 3

SPECIAL SUPPLEMENT

September 1975

## FACING CAREERS IN THE YEAR 2,000

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The approximately three million people born in 1975 will be 25 years old in the year 2,000. Those of us who are future-oriented must move rapidly ahead to create short and long-term futuristic goals. We must act rather than react to our changing environment, changing values, and changing world of work.

First of all, let me give you my hangups and biases. No matter how objective we may try to be, we bring our own backgrounds and training into whatever we do. Even in the exact science of physics the very act of measurement is known to affect experimental results.

A psychologist by training, an administrator and counselor in action, and having taught at the elementary, high school and college levels, I have performed more than 35 different kinds of jobs from unskilled work to tree climbing to consultant work for college and school systems. You hear an optimist by temperament and conviction. Four and a half years of my life were spent in the U.S. Army and U.S. Air Force in the European and Pacific theaters in combat zones. My premise is that even if an atomic war should develop—and I don't believe it will—civilization will not be destroyed even though it may be set back 1,000 years or more. Man is here and civilization will continue, the kind of civilization depending on our goal setting and implementation capabilities. Two of our alternatives seem to be a crime-ridden society (even today 70,000 teachers are victims of serious assaults each year), or a society that is more people-centered with the occupational distribution and thrust moving in that direction. This can be brought about whether in manufactured goods or providing needed human services. Far too many people in our technological society are alienated in family, school and work.

## ROLE OF COUNSELORS

As a counselor, I believe we need a new professional counselor with new professional education and training for new roles. Such roles include helper in complex

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decision-making as well as possessing up-to-date knowledge and trends about the changing world of work and how it can be effectively disseminated. The new counselor can be much more of an activist and change agent. We should not merely predict trends in the world of work but should try to do something about them NOW. I think that counselors can and will help to change the occupational structure.

What kinds of new jobs and careers are to be created? What can counselors do about it?

New Kinds of Schools. In order to help change our world of work and create new kinds of future-oriented counselors, we need new kinds of schools. Let us anticipate possible futures. Let us design the ones we prefer. Far too many colleges are not significantly different than they were 25, 50 or even 75 years ago. We are seeing some breakthroughs—schools without walls, sophisticated study by mail, creative home study (a major thrust of developing nations), colleges afloat, college credit by examination, self-designed majors by students, no required attendance, no grades and even a new program at the University of Houston where students may get a master's degree in futurism. We do need all kinds of new alternatives and options and creative schools. For too long some colleges and universities have placed far too many people in a procrustean bed that did not fit.

Thousands of kindergarten children in hundreds of schools are being exposed to futuristic courses by teachers and counselors. What kind of world they may live in with discussion of how it may be brought about is also a giant step. There can be a great many new jobs and careers requiring new kinds of futuristic attitudes and potential skills. Before we mention possible new jobs and careers and a new role for counselors in new work settings, let us recognize that there is now, as there has always been, a phasing out of certain jobs. The farmer represented about 37% of all people working in 1900; today, about 4%. In World War II thousands of women worked as yolk separators until a machine was developed that could do it better and faster. Thousands of semi-skilled assembly line jobs have been taken over by machines. The bowling pin attendant left the scene long ago. The elevator operator has been replaced by an automatic elevator that in many instances says, "Please step to the rear of the elevator," or announces what is available on a particular floor.

The numbers of people in manufacturing have not changed appreciably in the last 10 years. Accelerated growth from now towards the year 2,000 must be in human services. Three-thousand concerns are already on the four-day work week. I am sorry to say, however, that I've heard the expression too often, "Thank God, it's Thursday."

In the changing role of the counselor what can we do to see that more human services and new meaningful careers are available to help people. Here are my projections of needs for human services workers by the year 2,000. Obviously, it will be extremely difficult to meet these needs in the time frame projected.

- At least one million more people could be used and trained in human services for employment by nursing homes. At present, no psychologists, no counselors and no social workers are working in such homes. My thrust would be a new specialist trained in the human services field.
- One million additional workers can be trained in human services for employment in *each* of the following areas: recreation centers, day care centers, apartments and hotels for the aging, retirement villages, educational parks and leisure technology.
- Two million additional mental health technicians will be needed in order to help individuals cope with increasing stress resulting from the rapid technological changes occurring within our society.
- Health spas could use half a million more workers trained in human services with specialized health knowledge and skills.

- Approximately one-hundred thousand futuristic counselors and one-hundred fifty thousand technological displacement counselors will be needed in a wide variety of work settings.
- Career counseling in specialized settings will be in great demand. Approximately two-hundred and fifty thousand counselors could be employed effectively in prisons, day care centers, hospitals, geriatric centers, etc.

Following are three other areas where needs and opportunities are projected:

- Ocean farming will be in greater demand as the scarcity of land food becomes more apparent. One hundred thousand workers can be employed in the search for and utilization of other sources of food.
- We need more readable signs on our roads. There is no uniform code for traffic signs among our fifty states. Many accidents can be traced to poorly posted directions. Thousands and thousands of workers could be employed repairing and building better roads, or, much more important, completely revising and replacing signs on obsolete highway systems.
- Five-hundred thousand conservation technicians trained in specialized ecological services will be needed.

I fully recognize the hard, bottom-line economic implications of these various projects. Nevertheless, I believe this is the direction we must take if society is to survive with dignity and respect for each person.

The percentage of women in the work force will continue to rise. The percentage of women in professional, managerial, supervisory and executive positions will increase substantially by the year 2,000, and will not have peaked.

I recall being part of a small group of the President's Committee who helped to set up rehabilitation counseling as a new profession. Today, more than 300,000 people a year are rehabilitated by the U.S. government social and rehabilitation services. They work and earn rather than becoming welfare recipients and a source of alienation to themselves and society.

As we move towards new jobs and careers we also must do more pre-retirement counseling. People could retire much earlier in life, say at age 50. Financial arrangements would obviously have to be arranged to make a plan of this sort tenable. In-depth counseling for leisure can be made increasingly available. I believe that where a machine can do the job better, with a few possible exceptions, there is no need to burden man. If we do this we will help change the present distribution of our world of work. This thrust can provide new working alternatives to what is still too often a traditional post-secondary education, even though portrayed as a business college, technical school, college or university education. There is no over-choice in terms of job opportunities for the many people in the world of work, particularly women and minorities.

Certainly the growth, small as it may be, within certain occupational areas gives us an indication of new careers as well as the interdisciplinary approach into the world of work for the future. Many new career fields have already been developed over the past several decades. A few examples include: selenologists (people who study the moon), manpower analyst, resource teacher, physician's assistant, diagnostic prescriptive teacher, celestial mechanics scientist, piano technician, nuclear medicine technologist, developmental biologist, health physicist, behaviorist, dermatobiologist, structural protein chemist, earthquake engineer, technology forecasting specialist, educational development officer, tissue culture technician, plant biochemist, algal physiologist, neobiologist, clinical biochemist, chemist-pharmacologist, or avian biologist or futurist.



We do not live in compartmentalized worlds of geography, history, English and mathematics. These topics are inter-mixed with the real world and impact heavily on one another. Changes such as the pill and the atomic bomb have changed our world in expected and unexpected ways, and have shock effects through societies and cultures all over the globe. Moreover, changes in energy sources call for reduced energy demand, rising expectations of developing nations for their share of the world's resources, and demands for better management by society of technological development. These are obvious trends today which will shape our tomorrows.

### IMPLEMENTING CHANGE

It seems to me that we must implement change by means of an interdisciplinary effort with giant steps similar to the Manhattan Project during World War II. Perhaps an international invitational action conference could be held between the World Future Society and the American Personnel and Guidance Association. We cannot live very long with a nationwide unemployment rate of over 9% and over 20% for youth in the 18-24 age bracket. There is too much social dynamite. Perhaps this conference could have action position papers with a futuristic look from perhaps an economist, a psychologist, anthropologist, manpower analyst, union, management counselor, and many consumers, Mr. and Mrs. Average Citizen.

We can no longer afford to be able to measure time at MIT to a millionth of a second and remain light years away in our relationships with people. Human Kindness Day, May 10, in Washington, D.C., brought 125,000 people to the Washington Monument grounds with 600+ complaints of assault and battery. One high-ranking government employee lost his right eye as a result of an attack while hundreds watched and did nothing.

Educated people with no place to go can turn a society upside down. Society suffers when Ph.D.'s drive cabs. Thousands and thousands of trained teachers are not teaching but doing what they don't want to do in order to get bread. Let us not let the bland lead the bland and continue to meet today's problems with yesterday's answers. People are or can be creative, flexible and adaptable to a new world or else they will become as obsolete as Explorer I of 1957. We can change people's images and concepts of themselves throughout the changing world of work by stressing the approach, "I am I" and "I like me." Only if we can perceive the future we want will we eventually be able to live it. Certainly, we can no longer afford thousands of people dreaming of immortality and not knowing what to do on a rainy Sunday afternoon. My prediction is that we will make these changes in the world of work and the world of leisure. For only in this way can our society truly tap the tremendous potential of people to make this world of ours a better place in which to live.

The Feminist Movement has done a great deal toward seeing that twice as many women have entered law and medical schools in the last four years. Men are going into nursing. Sexist roles and stereotypes too often assigned to the world of work are gradually being torn down. Noticeable gains were made by women and minorities this year. There were 69% more women in the 1974-75 freshman engineering class; 30% more blacks, and 32% more Spanish-surnamed students. Much more can be accomplished in the creation of new types of jobs to meet a new, changing, transient society. The year 2,000 will not be a mere extension of the year 1975. To me, the fact that the American Personnel and Guidance Association for the first time in 1975 has set up a Committee on Futurism for the Counseling Profession is a step in the right direction. Individuals need to know how to utilize information, both scientific and technical, from videotape, cable and educational TV and other emerging media such as home study so as to bring to a situation pertinent information and relevant experience. Meaningful choices are most likely to occur with adequate exploration and experiences, particularly the latter in which career guidance emphasizes their importance.

## TENTATIVE CONCLUSIONS

I believe, as pointed out in Toffler's recent book, *The ECO-SPASM Report*, that we need more anticipatory democracy. Who can perhaps help solve problems of the welfare recipient better than the welfare recipient himself. Too often decisions have been made by the elitist who tries to solve the problems of the inner ghetto during the day and then returns at eventide to a comfortable home in the suburbs for a double martini followed by a sirloin medium rare. The consumer can be a producer at every level of our society. Each person must be involved in more than a token way in what is affecting his or her life. The passage of time is an important parameter now and in the years ahead. It is more than merely that time goes quickly for those interested in their work or career. A new generation is much more cognizant of time and what they want from life according to Maslow's hierarchy of needs, the highest being self-actualization.

Let me briefly give a sample illustration of anticipatory democracy. At the recent American Personnel and Guidance Association convention in a group of more than 12,000 counselors we had at least several hundred people coming to an orientation meeting for the first time. As APGA president, I briefly welcomed and addressed them and then said, "Two of you here in the audience will be invited to my suite later this evening for a party we are having for David Brinkley of NBC News. How should we quickly make a choice of the many people present?" I said, "I don't have the answer or answers. What do you think we should do?" Many creative ideas were given quickly. The decision reached within a very short time with many options was a good one. It came from the group itself. Let's pick the oldest and the youngest counselors present in the audience. We have gone from the one and only right answer to multiple answers, multiple results, multiple possible future populations and careers—"multiple choice."

The future is now. Everyone is a VIP. Everyone can make a contribution. For many people it will depend on one's potential to recycle and renew one's ideas and skills. People are more important than machines. Severely retarded people can do a better job as citrus fruit pickers than perhaps those persons with twice the IQ. I saw this take place in Israel.

Let's help avoid future shock by accentuating the positive and innovative changes of the future rather than finding we were much too conservative in predictions of our development. We may then find that many more of our population are able to cope with their tomorrows.

In 1899, the director of the U.S. Patent Office asked President McKinley to abolish the Patent Office along with his own job because "everything that can be invented has been invented." In 1926, Lee DeForest, a pioneer in the development of the radio, stated, "While theoretically and technically television may be feasible, commercially and financially I consider it an impossibility, a development of which we need waste little time dreaming." Predictions for TV and the industry it sponsored were far too conservative by leading scientists. The science fiction of my youth is already a reality and Buck Rogers is obsolete.

Even though we are all on the spaceship, EARTH, as a science fiction buff I expect that we as a people will ultimately move on to other planets. As I view the long, long, long, long future ahead, while looking back at the millions of years that have preceded, our futuristic dreams and visions may be too simplistic and not as dramatic and innovative as the reality that lies ahead.

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